

OFFICE OF THE ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board
MEETING MINUTES
Wednesday, September 12, 2018

The Procurement Policy and Compliance Monitoring Board met in public session On **Wednesday, September 12, 2018** in the James R. Thompson Center, 100 West Randolph Street, and in the Illinois Attorney General's main office, 500 South Second Street, Room 214, pursuant to notice.

Karla Schreiber, Chairperson called the meeting to order at 2:01 p.m.

ROLL CALL

Board members present (5):

Springfield: Pam Blackorby, present
Tad Huskey, present
Lisa Kaigh, present

Chicago: Karla Schreiber, present
Sam Dorger, present

Other staff: Rocco LaSalvia, State Purchasing Officer
Eileen Baumstark-Pratt, Board Secretary

Approval of minutes from the meeting held on Wednesday, August 22 2018

Karla Schreiber, Chairperson asked the Board to review and approve the **Wednesday, August 22, 2018**, Procurement Policy Compliance and Monitoring Board (PPCMB) meeting minutes. Sam Dorger moved and Pam Blackorby seconded the motion and by unanimous vote, the minutes from the meeting held **Wednesday, August 22, 2018**, were approved.

The motion carried on the following voice vote:

Yeas: Karla Schreiber, Sam Dorger, Lisa Kaigh, Pam Blackorby and Tad Huskey

Old Business

None

New Business

SANE Clinical Trainings

Rocco LaSalvia, SPO, explained, the Division Chief Crime Victim Services and the SANE Coordinator submitted a request to extend the existing intergovernmental agreement with Southern Illinois University School of Medicine (SIU) for the purpose of providing up to two additional clinical training programs for the Sexual Assault Nurse Examiner (SANE) Program.

Rocco further explained SIU agreed to extend the current agreement through January 31, 2019. Under this agreement, SIU will provide the supplies, oversight and standardized patients for up to two, 2-day trainings. These additional training programs will be paid for with Attorney General funds at a total cost of \$14,160.00

Office Services will extend the existing intergovernmental agreement with SIU to provide these additional services.

Karla Schreiber, Chairperson asked if there was any old business to report.

No comments were received

SANE Program Supportive Services for Trainings

October 2018-September 2019 Supportive Services for the SANE Program

Rocco LaSalvia, SPO, explained, the SANE Coordinator requested permission to extend the SANE Clinical Training intergovernmental transaction with Southern Illinois University School of Medicine (SIU) to provide two additional Clinical Trainings for the Sexual Assault Nurse Examiner (SANE) Program.

Rocco further explained SIU has agreed to extend Contract R9749 through January 31, 2019, to support two additional clinical trainings. SIU will provide supplies for clinical trainings, oversight and standardized patients for up to two 2-day clinical trainings, as well as training for standardized patients. These trainings will be paid for with General Revenue Funds (GRF).

Office Services will execute this intergovernmental transaction with SIU. The cost to cover services is \$14,160.00.

Karla Schreiber, Chairperson asked if there was any old business to report.

No comments were received

Temporary Staffing Services – General Law

Rocco LaSalvia, SPO, explained, the Bureau Chief of General Law submitted a request to secure temporary staffing support to help manage the workload. Office Services searched the master contracts registered on the Illinois Procurement Bulletin to determine whether the existing temporary staffing contracts for Region 1, which encompasses Cook County can provide legal secretarial support. Office Services reached out to the point of contact under the CMS Master Contract with Premier Staffing to discuss the office needs. Rocco explained the office can use the “Agency Defined” position title incorporated in the master contract to fill the legal secretarial needs.

Office Services will secure two (2) temporary legal secretaries to provide legal support services for up to 52 working days under the CMS Master Contract #805912E. The estimated cost is \$18,200.00

Karla Schreiber, Chairperson asked if there was any old business to report.
No comments were received

Public Comment:

Karla Schreiber, Chairperson asked if there were any public comments. No public comment.

Adjournment:

There being no further business to come before the PPCMB Board, Sam Dorger moved and Pam Blackorby seconded that the meeting adjourn.

The motion carried by the following voice vote.

Yeas: Karla Schreiber, Lisa Kaigh, Pam Blackorby, Sam Dorger, and Tad Huskey

The meeting adjourned at 2:06 p.m.